



AGENDA

Capital Improvements Advisory Committee Meeting

December 12, 2024 | 6:30 PM

Council Chambers

City Hall | 665 Country Club Road, Lucas, Texas

Notice is hereby given that a meeting of the City of Lucas Capital Improvements Advisory Committee will be held on December 12, 2024, at 6:30 pm at Lucas City Hall, 665 Country Club Road, Lucas, Texas 75002-7651, at which time the following agenda will be discussed.

If you would like to watch the meeting live, you may go to the City's live streaming link at <https://www.lucastexas.us/departments/public-meetings/>.

How to Provide Input at a Meeting:

Speak In Person: Request to Speak forms will be available at the meeting. Please fill out the form and give to the Executive Administrative Assistant prior to the start of the meeting. This form will also allow a place for comments.

Submit Written Comments: If you are unable to attend a meeting and would like to submit written comments regarding a specific agenda item, email Executive Administrative Assistant, Morgan Kowaleski at mkowaleski@lucastexas.us by no later than 3:30 pm the day of the meeting. The email must contain the person's name, address, phone number, and the agenda item(s) for which comments will be made. Any requests received after 3:30 pm will not be included at the meeting.

Call to Order

- Roll Call
- Determination of Quorum
- Reminder to turn off or silence cell phones
- Pledge of Allegiance

Regular Agenda

1. Consider the appointment of a Vice-Chairperson for the Capital Improvements Advisory Committee.

Adjournment

2. Adjournment.

Certification

I do hereby certify that the above notice was posted in accordance with the Texas Open Meetings Act on the bulletin board at Lucas City Hall, 665 Country Club Road, Lucas, Texas 75002 and on the City's website at www.lucastexas.us on or before 5:00 p.m. on December 6, 2024.

Morgan Kowaleski, Executive Admin Assistant

In compliance with the American with Disabilities Act, the City of Lucas will provide for reasonable accommodations for persons attending public meetings at City Hall. Requests for accommodations or interpretive services should be directed to City Secretary Toshia Kimball at 972-912-1211 or by email at tkimball@lucastexas.us at least 48 hours prior to the meeting.



City of Lucas

Capital Improvements Advisory Committee Agenda Request

December 12, 2024

Item No. 01

Requester: Executive Administrative Assistant Morgan Kowaleski

Agenda Item Request

Consider the appointment of a Vice-Chairperson for the Capital Improvements Advisory Committee.

Background Information

Per the City's Code of Ordinances under Article 10.02.003 Advisory Committee, the Capital Improvements Advisory Committee shall consist of the Planning and Zoning Commission. The Capital Improvements Advisory Committee shall appoint a Vice-Chairperson.

The Capital Improvements Advisory Committee serves in an advisory capacity and is established to:

- (1) Advise and assist in the adoption of land use assumptions;
- (2) Review the capital improvements plan and file written comments;
- (3) Monitor and evaluate implementation of the capital improvements plan;
- (4) File semiannual reports with respect to the progress of the capital improvements plan and report to the City Council any perceived inequities in implementing the plan or imposing the impact fee; and
- (5) Advise the City Staff and Council of the need to update or revise the land use assumptions, capital improvements plan and impact fee.

Staff has provided an attachment of Article 10.02.003 Advisory Committee in the Code of Ordinances which includes information regarding the commission's creation, composition, powers, duties, procedures, notice of proceedings, conduct of hearings, and appeals.

Attachments/Supporting Documentation

1. Article 10.02.003 Advisory Committee from City of Lucas Code of Ordinances

Budget/Financial Impact

NA

Recommendation

Staff recommends appointing a Vice-Chairperson for the Capital Improvements Advisory Committee.



City of Lucas
Capital Improvements Advisory
Committee Agenda Request
December 12, 2024

Item No. 01

Motion

I make a motion to appoint _____ as Vice-Chairperson of the
Capital Improvements Advisory Committee.

10.02.003 Advisory committee.

- (a) The capital improvements advisory committee (advisory committee) shall consist of the planning and zoning commission. If the advisory committee does not include at least one representative of the real estate, development or building industry who is not an employee or official of a political subdivision or governmental entity, the city council shall appoint at least one such representative as an ad hoc voting member of the advisory committee. If any impact fee is to be applied in the extraterritorial jurisdiction of the city, a representative from the area shall be appointed by the city council.

- (b) The advisory committee serves in an advisory capacity and is established to:
 - (1) Advise and assist in the adoption of land use assumptions;
 - (2) Review the capital improvements plan and file written comments;
 - (3) Monitor and evaluate implementation of the capital improvements plan;
 - (4) File semiannual reports with respect to the progress of the capital improvements plan and report to the city council any perceived inequities in implementing the plan or imposing the impact fee; and
 - (5) Advise the city staff and council of the need to update or revise the land use assumptions, capital improvements plan and impact fee.

- (c) All professional reports concerning the development and implementation of the capital improvements plan shall be made available to the advisory committee.

- (d) The advisory committee shall elect a chairperson to preside at its meetings and a vice-chairperson to serve in his absence. All meetings of the advisory committee shall be open to the public and posted at least 72 hours in advance. A majority of the membership of the advisory committee shall constitute a quorum.